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BY AUTHORITY OF:
Director of Central
Intelligence

Initials: _____

JAN 10 1947

MEMORANDUM TO: Chief, Interdepartmental Coordinating
and Planning Staff

Attention: Colonel Sheffield Edwards

SUBJECT: Draft Operations Memorandum No. 3

1. This Office has reviewed the attached draft of proposed
Operations Memorandum No. 3 and offers the following comments:

a. Modify the language of paragraph 2h as follows:

"Operational contact at the working levels below Branch
Chiefs should be kept to the minimum necessary to meet
specific or continuing projects. Such operational
contact may be established by direct negotiation of
CIG Branch Chiefs with Branch Chiefs or designated
individuals of the intelligence agencies concerned.
Confirmation by CIG Branch Chiefs in writing, stating
the name of person, purpose of contact, and the
agency, office or person to whom such contact is
authorized will be required for all continuing oper-
ational contacts. These operational contacts are
not considered formal liaison, and personnel so
engaged are not authorized to make commitments on
behalf of CIG regarding policies, programs or
projects."

Purposes for Recommended Change:

(1) Operational contact at working levels is vital to
the daily effort of this Office.

(2) The rephrasing of sentence two is necessary in order
to recognize existing agreements with Intelligence Division,
WDGS and the Office of AC/AS-2. In each case the above
mentioned offices have designated a single individual to
arrange for ONE operational contacts.

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b. Modify the language of paragraph 21 as follows:

"1. A list of all continuing operational contacts currently in effect will be furnished to Chief, ICAPS, effective as of 1 January 1947. In addition, an information copy of the confirmation in writing of each subsequently established continuing operational contact will be furnished to Chief, ICAPS as a matter of routine procedure."

Purpose for Recommended Change:

The procedure recommended above will result in keeping ICAPS currently advised of existing and newly established continuing operational contacts. This action can be accomplished without necessitating additional typing at the time the required written confirmation is prepared.

c. The Chart included under Tab A should be modified as indicated below:

(1) First column heading should read:

CIG Staff and Branch Chiefs

(2) Office of Reports and Estimates

- (a) Chief, Executive Staff
- (b) Chief, Planning Staff
- (c) Chief, Intelligence Staff
- (d) Chief, Functional Branch
- (e) Chief, Scientific Branch
- (f) Chiefs, All Regional Branches

J. KLAHR HUDDLE
Assistant Director
Reports and Estimates

ORE/LES/mem

Distribution:

Asst. Director, R&E (2)
 Planning Staff

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From	To	Action
OFFICE OF ASSISTANT DIRECTOR		RECOMMENDATION
Asst. Director		SIGNATURE
Deputy Asst. Director		Approved INFORMATION
EXECUTIVE STAFF		
Executive		
Administrative Assistant		
Recording Desk		
Personnel & Administrative Div.		
PLANNING STAFF		
Acting Chief		
INTELLIGENCE STAFF		
Chief		
Deputy Chief		
Chief, Current Division		
Chief, Presentation Division		
Acting Chief, Projects Division		
LATIN AMERICAN BRANCH		
Chief		
NORTHERN BRANCH		
WESTERN EUROPEAN BRANCH		
Chief		
EASTERN EUROPE-U.S.S.R. BRANCH		
Chief		
NEAR EAST-AFRICA BRANCH		
Acting Chief		
FAR EAST-PACIFIC BRANCH		
Chief		

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Remarks:

Recommended approval

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